

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 2.5
(ID # 11722)

MEETING DATE:
Tuesday, January 28, 2020

FROM : AUDITOR CONTROLLER:

SUBJECT: AUDITOR-CONTROLLER: Internal Audit Report 2020-301: Riverside County Economic Development Agency, Edward Dean Museum, Follow-up Audit, [Districts: All]; [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Receive and file Internal Audit Report 2020-301: Riverside County Economic Development Agency, Edward Dean Museum, Follow-up Audit

ACTION: Consent


Paul A. Angulo, County Auditor-Controller 1/10/2020

MINUTES OF THE BOARD OF SUPERVISORS

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

BACKGROUND:

Summary

We have completed a follow-up audit of the Economic Development Agency, Edward Dean Museum, Follow-up Audit. Our audit was limited to reviewing actions taken as of November 16, 2019, to correct findings noted in our original audit report 2018-007 dated July 13, 2018. The original audit report contained two recommendations, all of which required implementation to help correct the reported findings.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: N/A			Budget Adjustment: No	
			For Fiscal Year: N/A	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary (continued)

Based on the results of our audit, we found that of the two recommendations:

- Two of the recommendations were implemented.

For an in-depth understanding of the original audit, please refer to Internal Audit Report 2018-007 at

[www.auditorcontoller.org/Divisions/AuditsandSpecializedAccounting/InternalAuditReports.](http://www.auditorcontoller.org/Divisions/AuditsandSpecializedAccounting/InternalAuditReports)

Impact on Residents and Businesses

Provide an assessment of internal controls over the audited areas.

SUPPLEMENTAL:

Additional Fiscal Information

Not applicable

ATTACHMENT A.

Riverside County Auditor-Controller – Internal Audit Report 2020-301: Riverside County Economic Development Agency, Edward-Dean Museum, Follow-up Audit.

Internal Audit Report 2020-301

**Riverside County
Economic Development Agency,
Edward Dean Museum,
Follow-up Audit**

Report Date: December 30, 2019



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www.auditorcontroller.org



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ACO | AUDITOR
CONTROLLER
COUNTY OF RIVERSIDE

Paul Angulo, CPA, MA
Riverside County Auditor-Controller

Oscar Valdez
Assistant Auditor-Controller

December 30, 2019

Robert Field, Director
Riverside County Economic Development Agency,
Edward Dean Museum
3403 Tenth Street Suite 300
Riverside, CA 92507

Subject: Internal Audit Report 2020-301: Riverside County Economic Development Agency, Edward Dean Museum, Follow-up Audit

Dear Mr. Field:

We have completed the follow-up audit of Riverside County Economic Development Agency – Edward Dean Museum. Our audit was limited to reviewing actions taken as of November 16, 2019, to help correct the findings noted in our original audit report 2018-007 dated July 13, 2018.

We conducted our audit in accordance with the International Standards for the Professional Practice of Internal Auditing. These standards require that we plan and perform the audit to obtain reasonable assurance that our objective, as described in the preceding paragraph, is achieved. Additionally, the standards require that we conduct the audit to provide sufficient, reliable, and relevant evidence to achieve the audit objectives. We believe the audit provides a reasonable basis for our conclusion.

The original audit report contained two recommendations, all of which required implementation to help correct the reported findings. Based on the results of our audit, we found that of the two recommendations:

- Two of the recommendations were implemented.

Internal Audit Report 2020-301: Riverside County Economic Development Agency, Edward Dean Museum, Follow-up Audit

Details of the findings from the original audit and the status of the implementation of the recommendations are provided in this report. For an in-depth understanding of the original audit, please refer to Internal Audit Report 2018-007 at:

www.auditorcontroller.org/Divisions/AuditsandSpecializedAccounting/InternalAuditReports.

Paul Angulo, CPA, MA
Riverside County Auditor-Controller



By: René Casillas, CPA, CRMA
Chief Internal Auditor

cc: Board of Supervisors
George Johnson, County Executive Officer
Grand Jury

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Safeguarding Museum Artifacts

Finding 1: Artifact Security

Storage areas of museum artifacts are not adequately secured to safeguard the assets. The Museum's *Collection Management Policy* states "the museum will ... protect, secure, care for, and preserve the collection..." During a walk-through of the premises, the doors to a storage facility for museum artifacts was not secure. The staff leaves the area unattended during the hours of operations. This increases the risk of the Riverside County being liable in a situation where unauthorized individuals may get injured if entering the storage facility. There is also a high risk of theft of museum artifacts from their storage facilities.

Recommendation 1

Secure all areas within the property at all times to help prevent unauthorized access.

Current Status 1: Implemented

The Edward Dean Museum no longer stores artifacts inside the storage facility. All artifacts are stored in a secured area inside the museum and cameras were installed to monitor the storage facility.

Security of Customer and Museum Artifact Information

Finding 2: Customer and Artifact Information

The administration building does not have cameras, or alarm systems to safeguard customer or artifact information. Board of Supervisor's Policy A-43, *County Records Management and Archives*, requires all records to be stored in facilities with adequate security to prevent unauthorized access and misappropriation of records. Funding to secure the administration building has not been allocated. The administration building houses client's sensitive information and museum artifacts documentation. Any misappropriation of clients and museum artifacts information can expose the Riverside County to costly lawsuits.

Recommendation 2

Ensure the administration building is secure with cameras and an alarm system.

Current Status 2: Implemented

Security cameras and an alarm system were installed at the administration building. The alarm system is currently monitored by a professional service provider.